CSWA Academic Certification Provider: Program and Tech Review

2018-2019

3DEXPERIENCE®

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An inside look…CSWA Academic Certification Provider

- Rules and Policies
- How to apply…
- Inside the online testing environment…

  Your account login
  Your exam credits
  Converting your credits to vouchers
  Distributing vouchers to students

- Inside the CSWA…

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Rules and Policies

Certification New Rules

As an Academic Certification Provider you must read and agree to the following during the application process:

Before the Exam

- Provider applies for exam credits 10 business days before exam day
- Provider verifies the testing environment 5 business days before exam day

During the Exam

- Each student is required to use the same personal email address for all exams.
- Students must take their own exams.
- If a student fails any segment of an exam, the student must wait 30 days before retaking the exam.
- Students must pass the CSWA exam first before taking any other certification exam.

Read and Confirm

- SolidWorks monitors the testing environment during exams. We have a right to terminate a proctor or delete a certificate due to misuse of the Academic Certification Provider program.

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How to apply…

1. Go to http://www.solidworks.com/cswa-academic and click on the “SolidWorks Academic Certification Provider Application” link.
2. Complete the web application.
   School Name
   School Address
   School Website URL
   SolidWorks License Number
   Contact Name
   Contact Email
   Contact Telephone Number
   Your SolidWorks Reseller
   Proposed Date to give the CSWA Exam
   Proposed number of students to take the CSWA Exam
3. This form is then reviewed by SolidWorks Education and SolidWorks Certification departments to validate the application (including the requirement of the school to be current with their subscription service)
4. Upon approval, the Certification department will create an online testing account for the contact person, based on their email address, and issue a set number of complimentary CSWA exam credits. These credits must be converted to ‘vouchers’ by the contact person, then individually distributed by the contact person to each student on test day. The contact person will receive an email from virtualtester.com indicating their login credentials.

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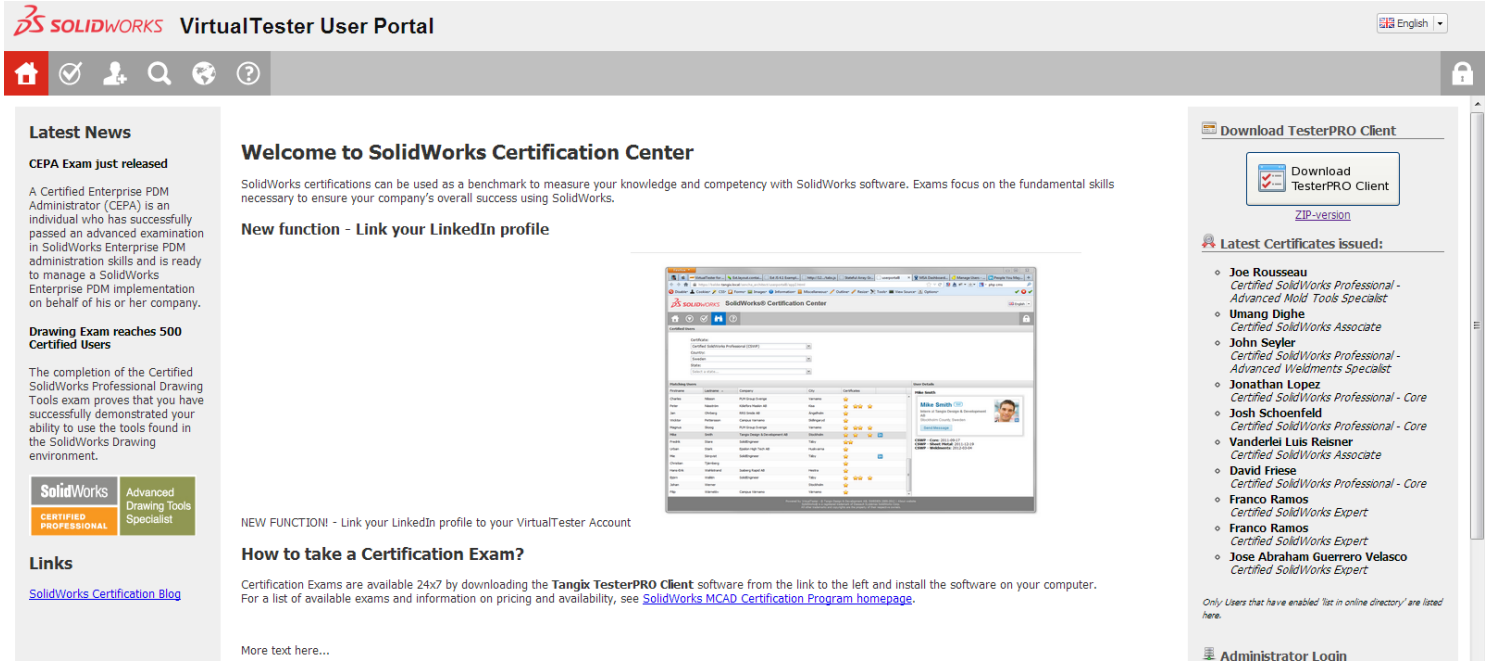
Your account login

- Visit this website: http://www.virtualtester.com/solidworks



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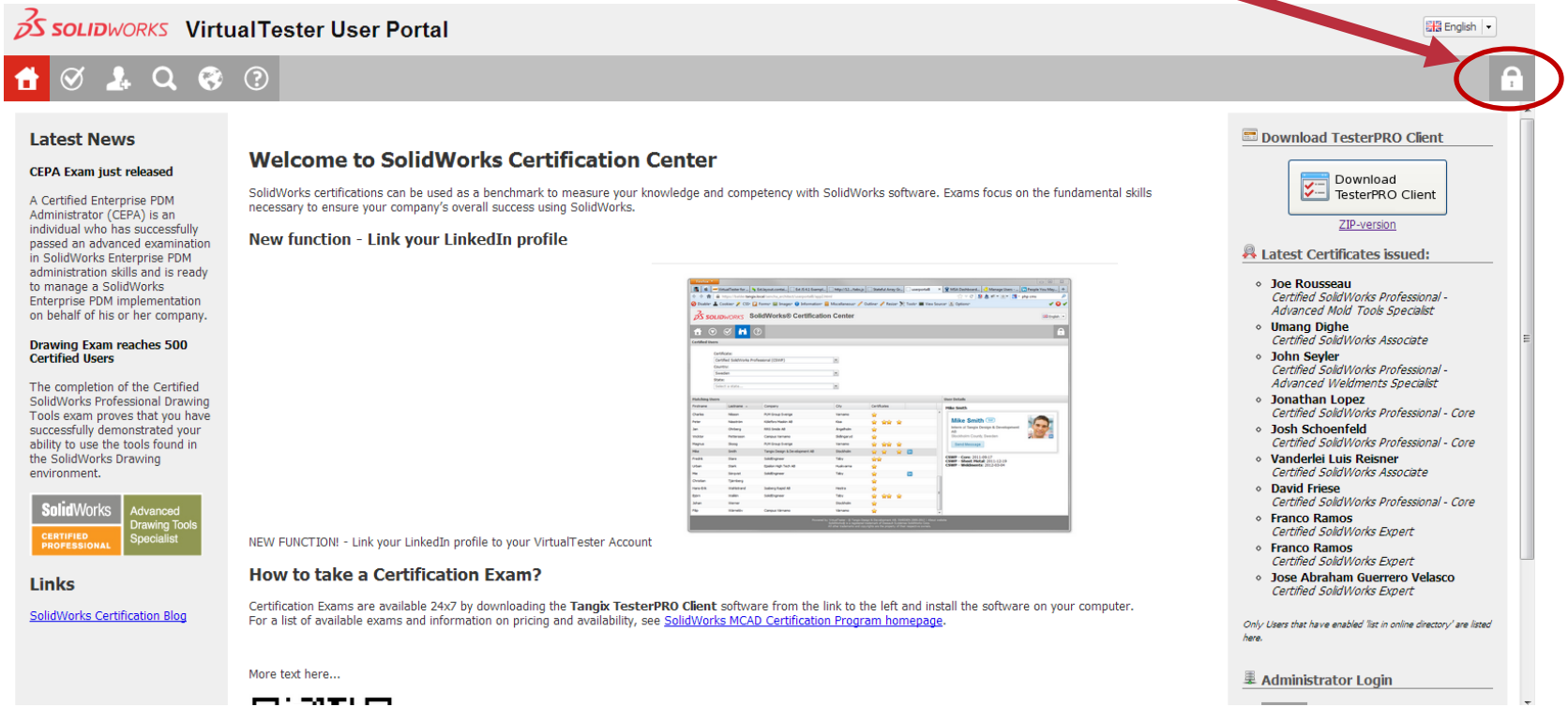
Your account login

Click here



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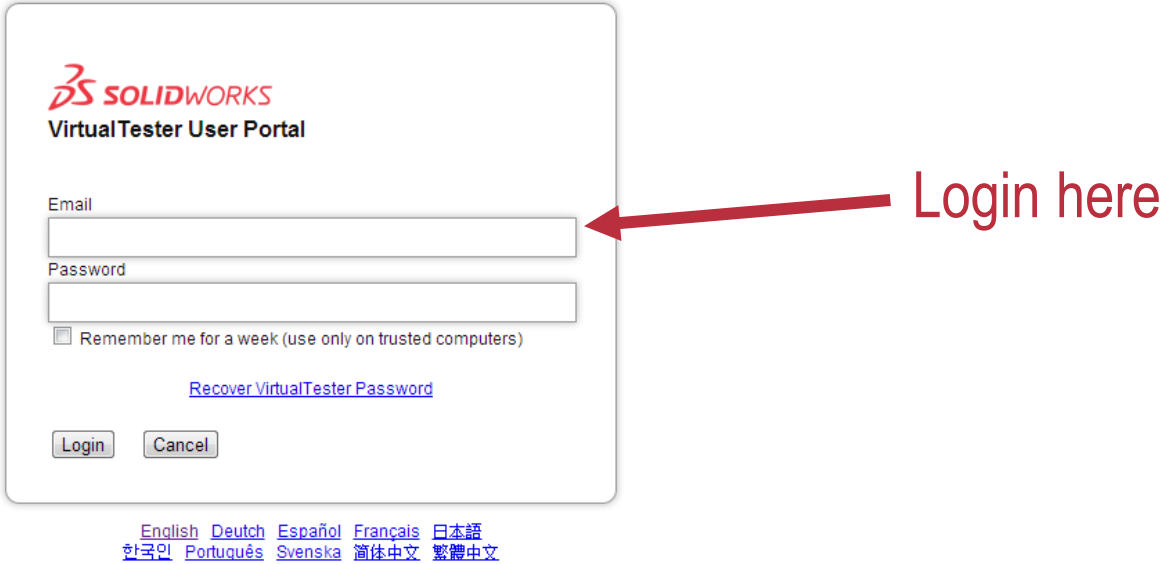
Your account login

- Use the login credentials sent by email from virtualtester.com
  (check spam filters, junk email etc. before claiming you did not receive this email)



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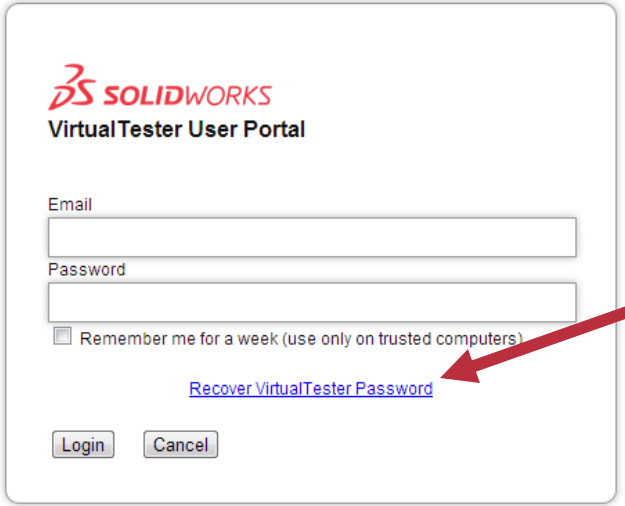
Your account login

- If you already have an account but have forgotten your password, use the "**Recover Virtual Tester Password**" link on login screen



Recover Password

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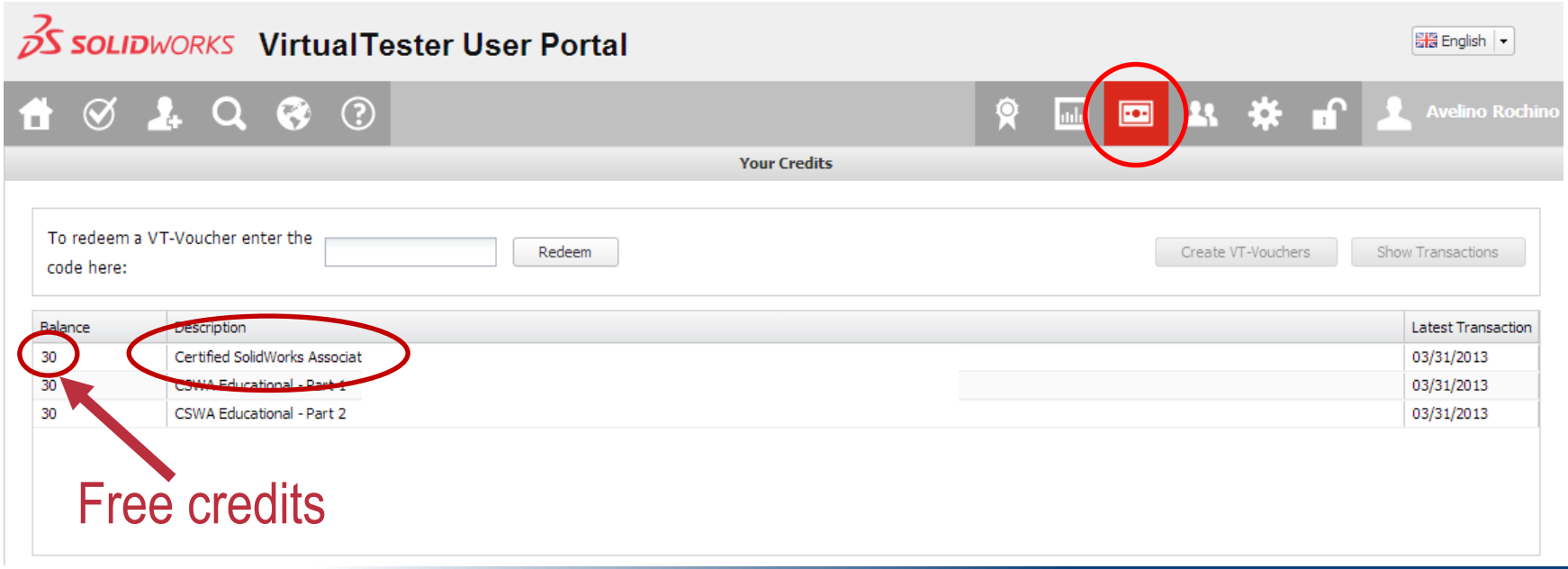
Your account with complimentary test credits

- Click on the **Credits/Vouchers** icon
- Notice your personal account has a set number of complimentary credits in it



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Understanding Credits vs. Vouchers…

IMPORTANT!!!

- A **credit** allows you to personally take one of our online examinations
- A **voucher** allows you to distribute that privilege to others
- A **trackable voucher** allows you to track the exam results of the person to whom you passed the voucher

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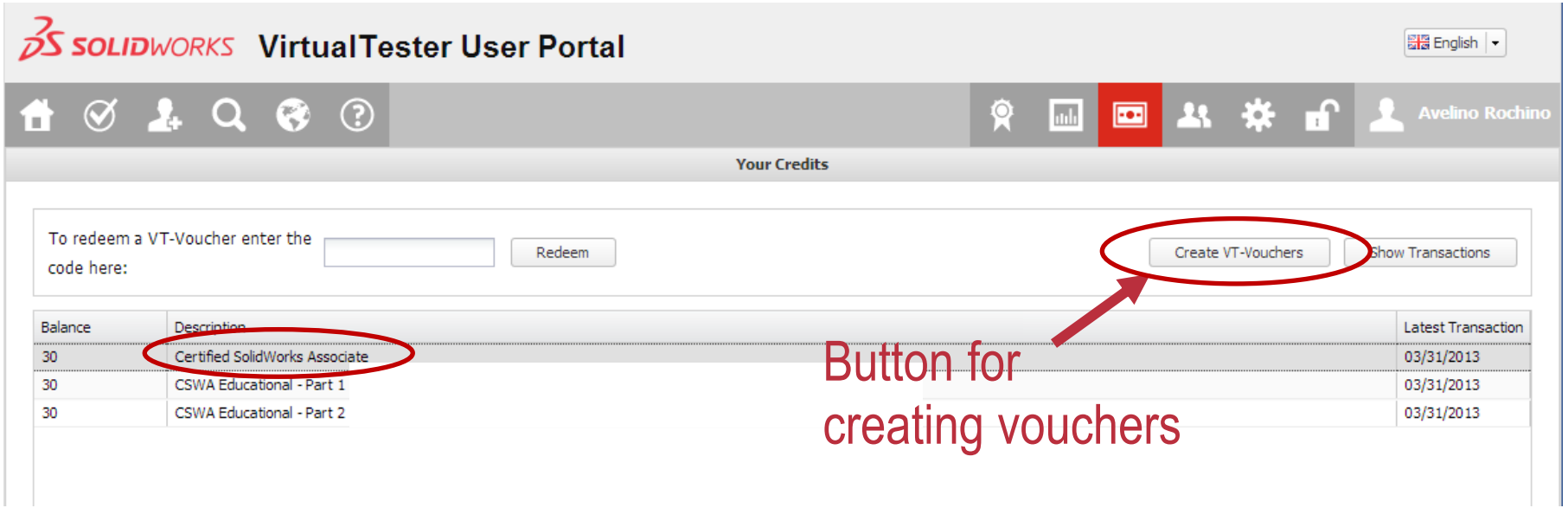
How to transform Credits into Trackable Vouchers

1. Click on the credits you wish to transform
2. Click on the "**Create VT-Vouchers**" button



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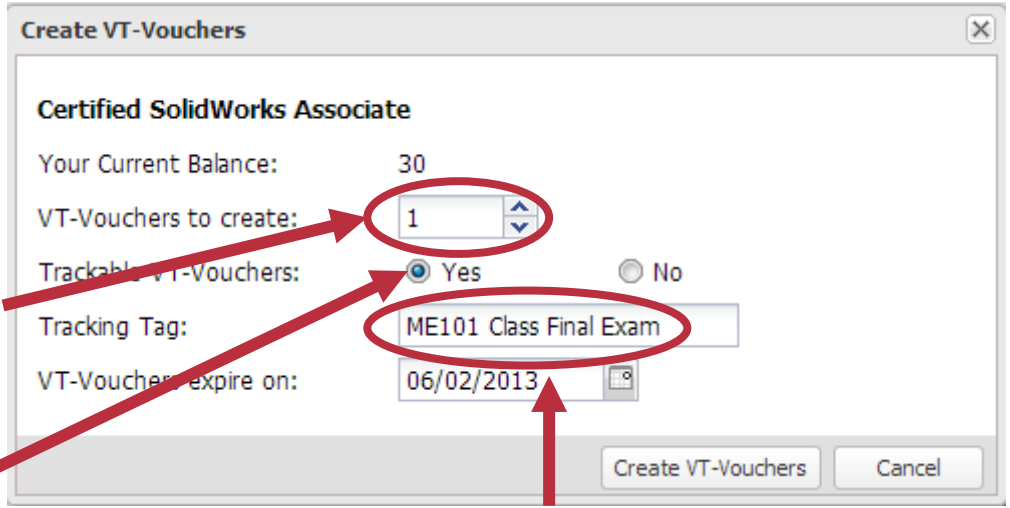
Creating Trackable Vouchers

- When you want to begin testing students…simply transform credits into vouchers…



Here we can create unique test voucher IDs for each student

Select this option to make Trackable vouchers

Create a Tracking Tag to organize the results of the Trackable Vouchers. (Hint: You can make a tag with the name and year of the class)

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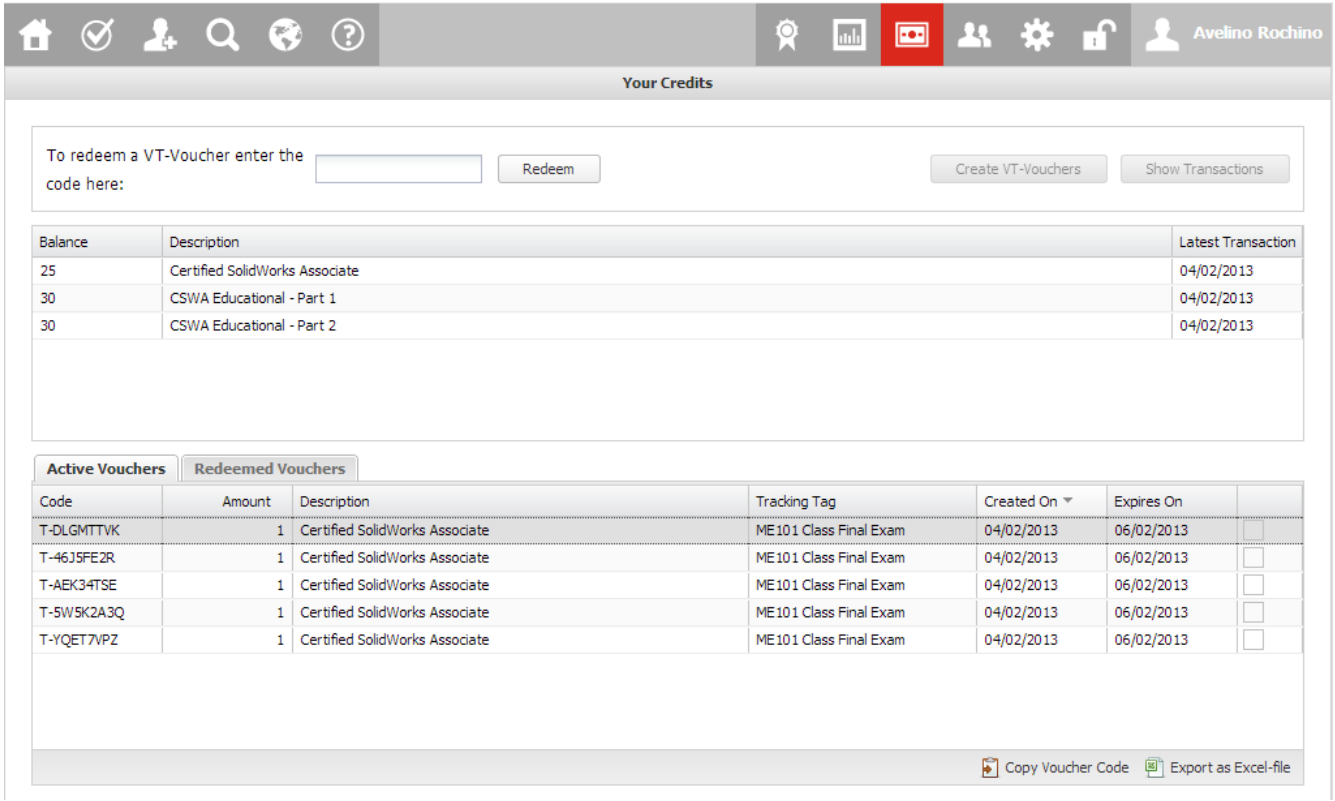
Vouchers – The credits are transformed into vouchers



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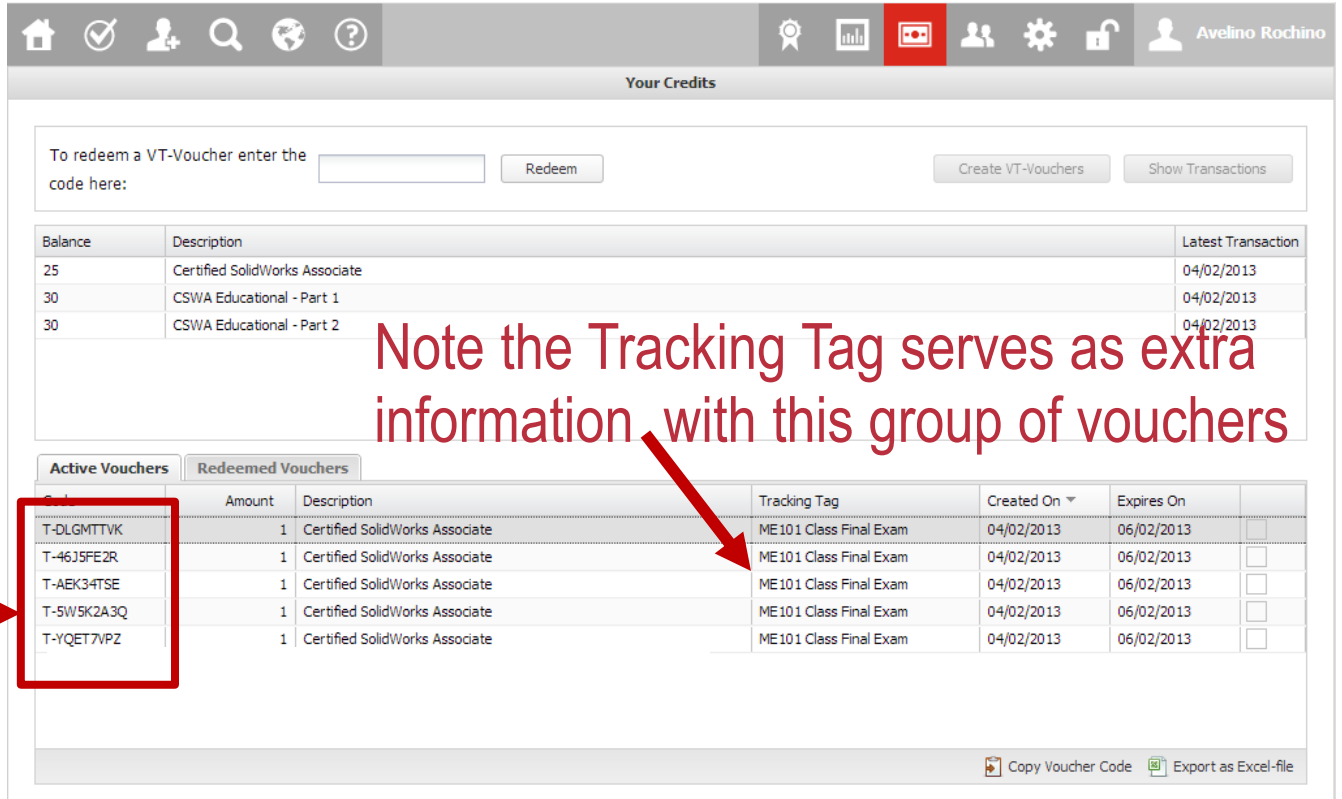
Vouchers



Note the Tracking Tag serves as extra information with this group of vouchers

Voucher codes

Note: The “T” in front of the number indicate they are Trackable Vouchers.

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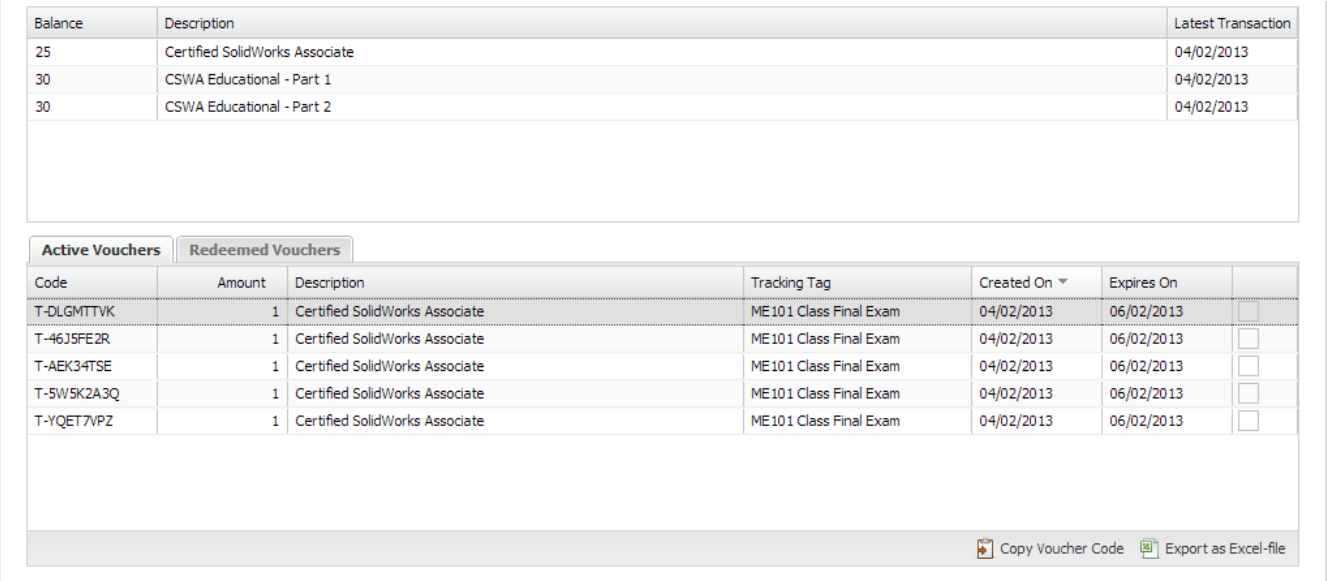
Distributing the Vouchers

Once you have created the vouchers, you can copy and paste the voucher numbers to programs such as Excel, Word, or Outlook.



Balance	Description	Latest Transaction
25	Certified SolidWorks Associate	04/02/2013
30	CSWA Educational - Part 1	04/02/2013
30	CSWA Educational - Part 2	04/02/2013

Active Vouchers | Redeemed Vouchers

Code	Amount	Description	Tracking Tag	Created On	Expires On
T-DLGMTTVK	1	Certified SolidWorks Associate	ME101 Class Final Exam	04/02/2013	06/02/2013
T-46J5FE2R	1	Certified SolidWorks Associate	ME101 Class Final Exam	04/02/2013	06/02/2013
T-AEK34TSE	1	Certified SolidWorks Associate	ME101 Class Final Exam	04/02/2013	06/02/2013
T-5W5K2A3Q	1	Certified SolidWorks Associate	ME101 Class Final Exam	04/02/2013	06/02/2013
T-YQET7VPZ	1	Certified SolidWorks Associate	ME101 Class Final Exam	04/02/2013	06/02/2013

Copy Voucher Code Export as Excel-file

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Distributing the Vouchers

Use CTRL Select or SHIFT Select to multi-select voucher codes.

Balance	Description	Latest Transaction
25	Certified SolidWorks Associate	04/02/2013
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Active Vouchers | Redeemed Vouchers

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T-YQET7VPZ	1	Certified SolidWorks Associate	ME101 Class Final Exam	04/02/2013	06/02/2013

Copy Voucher Code Export as Excel-file

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Distributing the Vouchers

After highlighting the vouchers click on the "**Copy Voucher Code**" button.

Balance	Description	Latest Transaction
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30	CSWA Educational - Part 1	04/02/2013
30	CSWA Educational - Part 2	04/02/2013

Active Vouchers | Redeemed Vouchers

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T-AEK34TSE	1	Certified SolidWorks Associate	ME101 Class Final Exam	04/02/2013	06/02/2013	
T-5W5K2A3Q	1	Certified SolidWorks Associate	ME101 Class Final Exam	04/02/2013	06/02/2013	
T-YQET7VPZ	1	Certified SolidWorks Associate	ME101 Class Final Exam	04/02/2013	06/02/2013	

Copy Voucher Code Export as Excel-file

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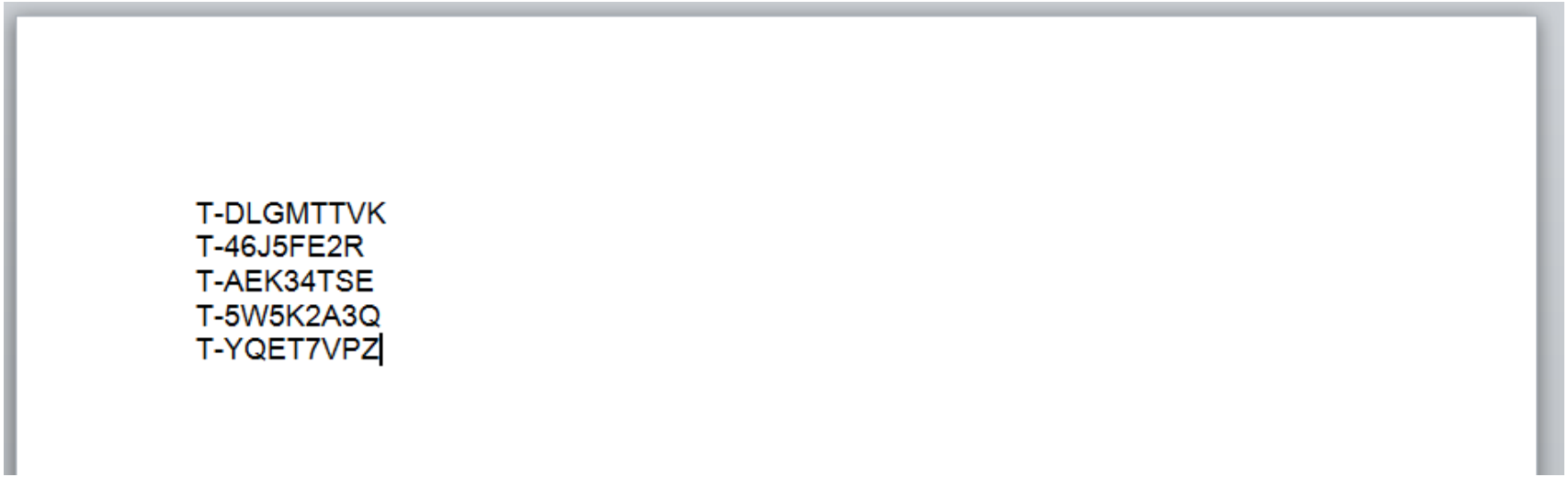
Distributing the Vouchers

After clicking on the “Copy Voucher Code” button use CTRL-V to paste the codes to Word, email, or Excel.



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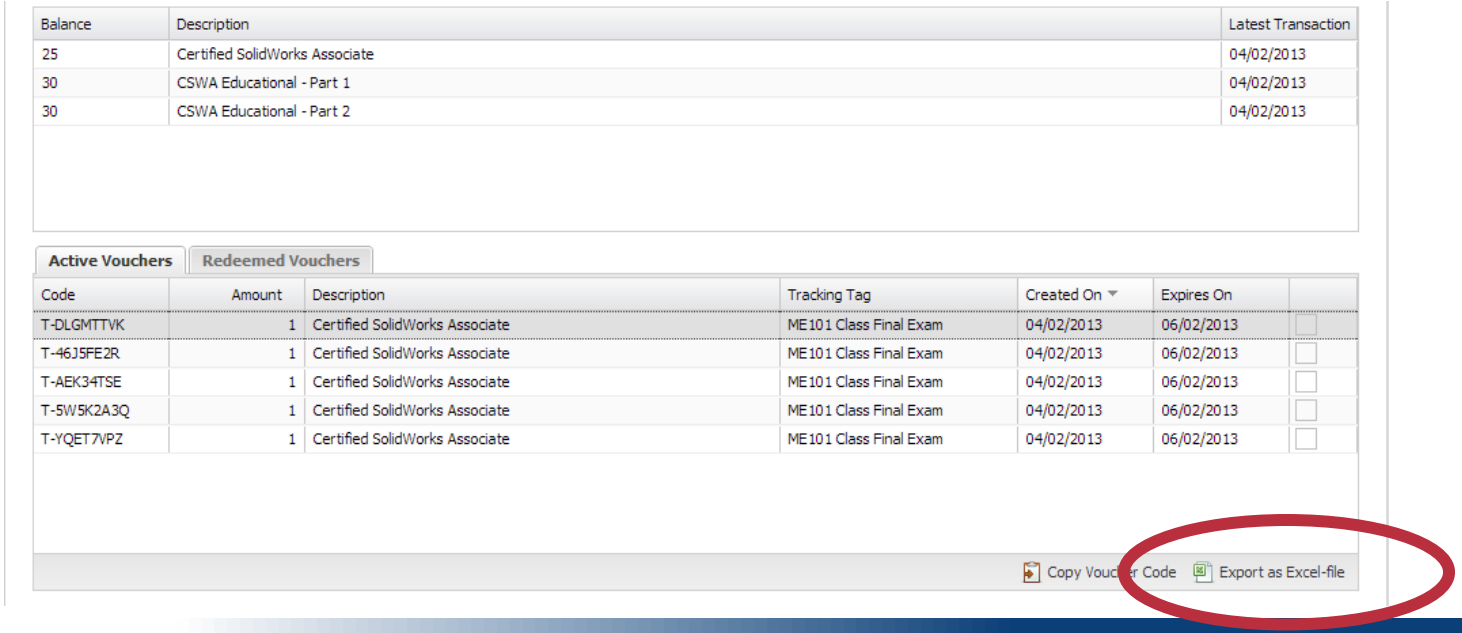
Distributing the Vouchers

You can export all active voucher codes to Excel in one step by clicking on the "**Export as Excel-file**" button.



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T-AEK34TSE	1	Certified SolidWorks Associate	ME101 Class Final Exam	04/02/2013	06/02/2013
T-5W5K2A3Q	1	Certified SolidWorks Associate	ME101 Class Final Exam	04/02/2013	06/02/2013
T-YQET7VPZ	1	Certified SolidWorks Associate	ME101 Class Final Exam	04/02/2013	06/02/2013

Copy Voucher Code | Export as Excel-file

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CSWA Sample Exam

- The CSWA Sample Exam is available as a downloadable PDF document and as an on-line exam
- The on-line CSWA Sample Exam uses the same procedure as the real CSWA exam
- The on-line CSWA Sample Exam can be used by students to get the full experience of real testing as well as to make a dry-run of your testing computers to ensure everything is working smoothly

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Test Day…Taking the sample and real CSWA Exam

- For the on-line sample exam, no vouchers are needed
- For the real CSWA exam, simply distribute a unique voucher ID to each student (1 voucher per student) and instruct them to begin their exams either by email or written instructions.

The student will need:

- **A computer with SOLIDWORKS installed on it**
- **An Internet connection**
- **Our free testing client download: TangixTesterPro**
- **A valid email address**
- **A voucher ID code**

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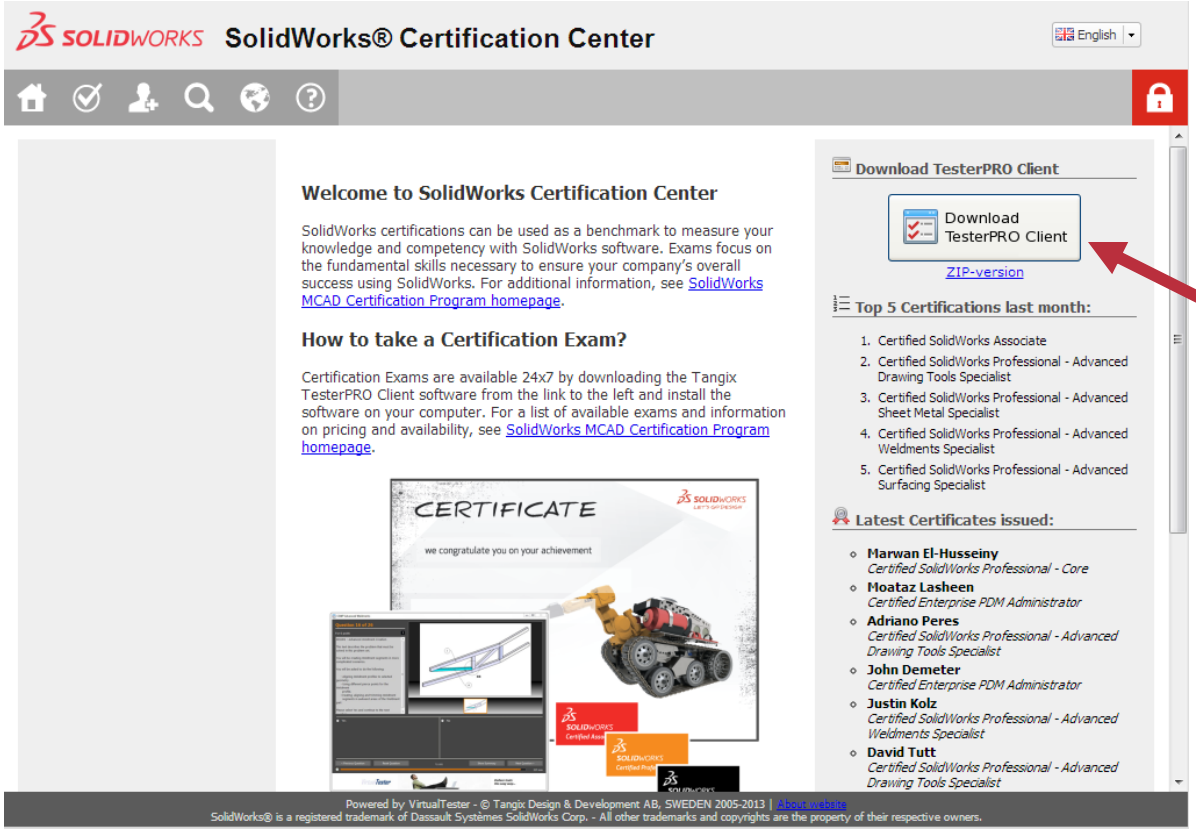
Test Day…the tester client explained



Click here to download the TesterPro Client on the student's computer

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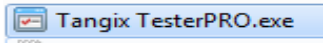
Test Day…the tester client explained

The TesterPro Client will be downloaded to the student's Windows Desktop into a folder called "Tangix TesterPRO Client". Run the Tangix TesterPro client



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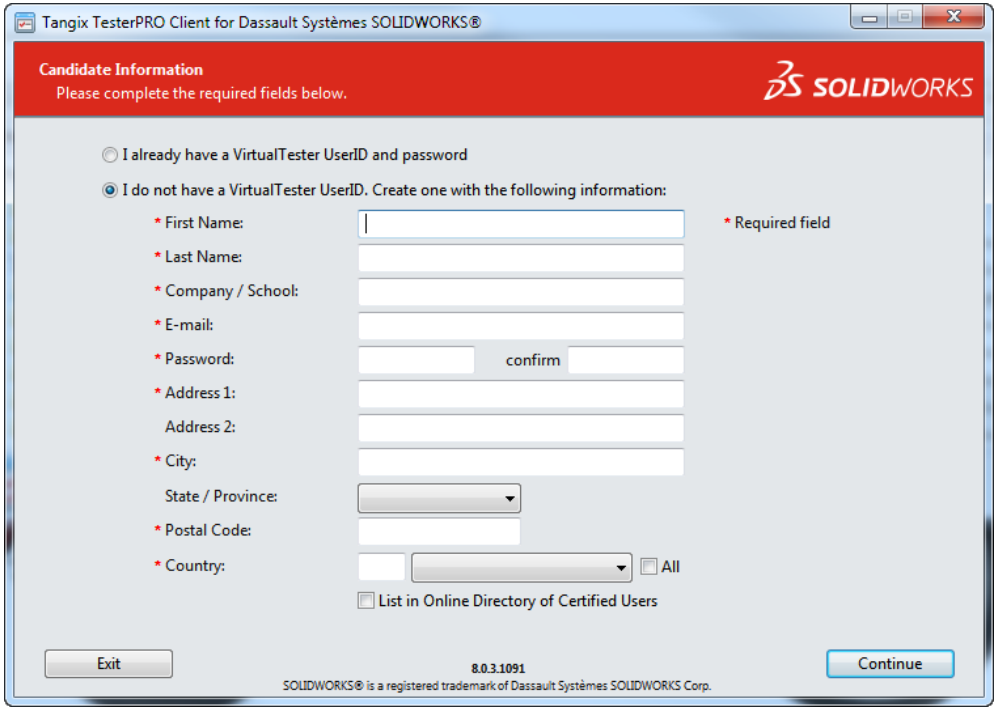
Test Day…Logging into the Tester Client as a new user

- Run the client as a new user

IMPORTANT!!!

Your students should enter their information here. At this point a VirtualTester account will be created for them and a password will be assigned.

Record this email and password for future testing!



- If you already have a testing account, then skip to the next page of this document

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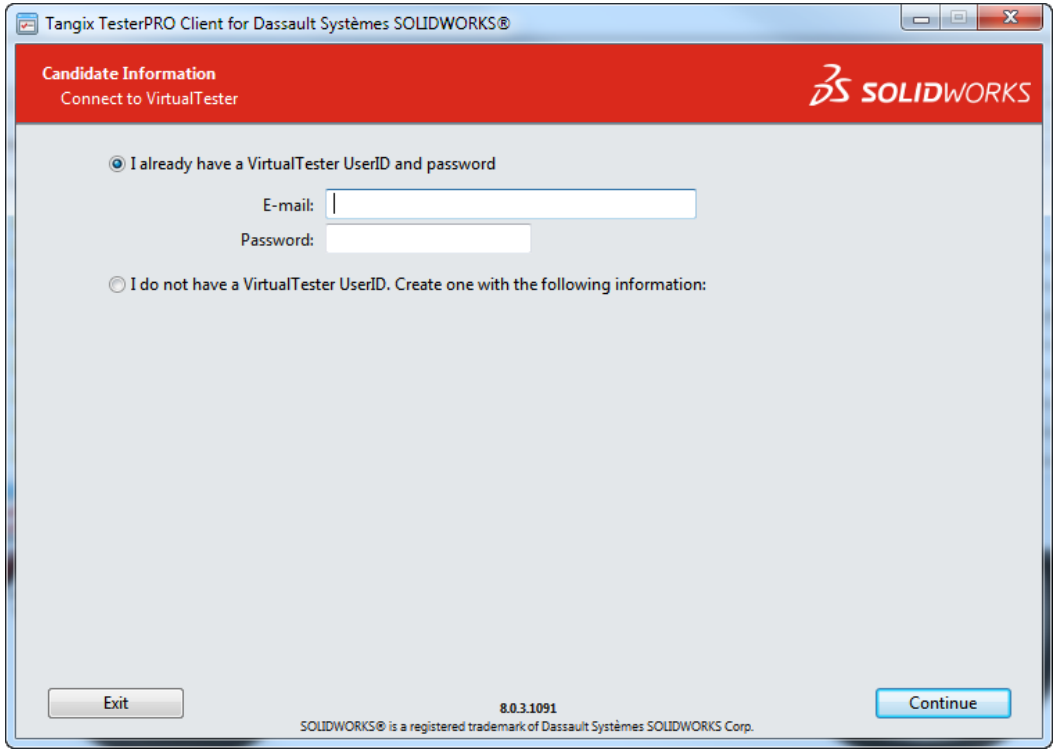
Test Day…Logging in the Tester Client as an existing user

- Login with your existing registered email and testing password
- If you forget your password then enter anything in the Password field and hit Continue. You will then be directed to a Password Recovery page



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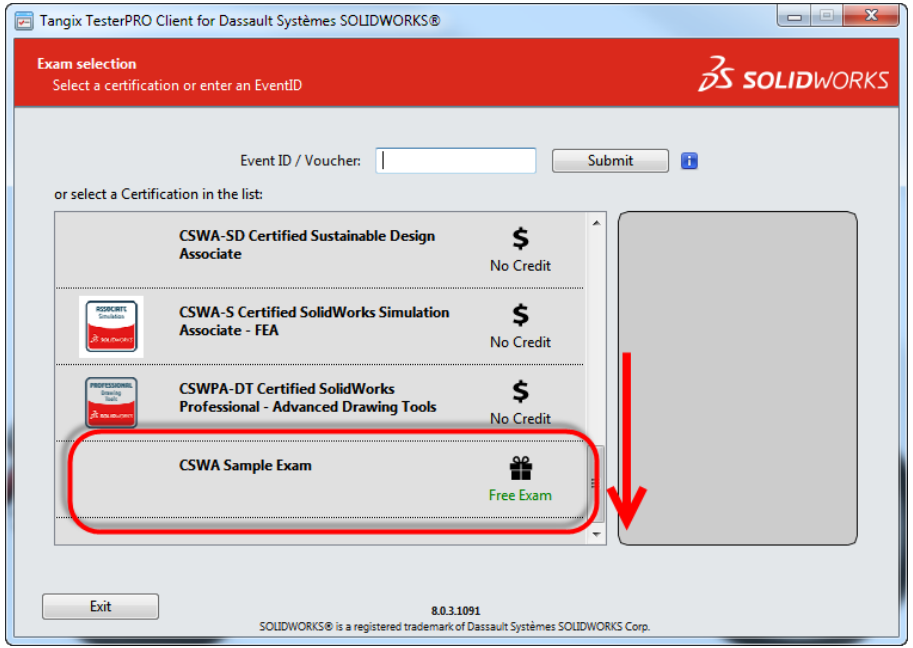
Test Day…the on-line CSWA Sample Exam

- After logging into the testing client scroll down the list of exams that show up
- Click on the Free Exam icon and then Start Exam in the next window
- The Sample Exam will be available until the user passes
- No certificates will be issued for passing the Sample CSWA Exam
- If you are taking the real CSWA exam, then skip to the next page of this document



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Test Day…the real CSWA Exam

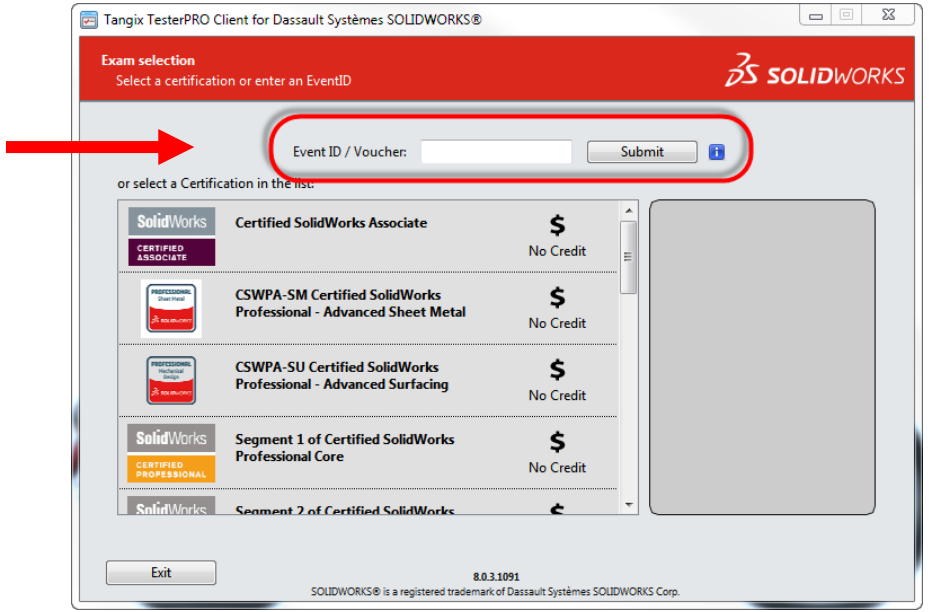
- After the login screen, you will get to the page where the tests are listed

IMPORTANT!!!

Your students will see all kinds of exams available, including CSWA, CSWP, advanced exams, etc.

But they will also see red No Credit icons indicating they have 'no credit' to take an exam. (since they did not use our web store to purchase these products)

That is where the 'voucher' comes in…..have them enter the voucher code you gave them in the box labeled **'Event ID/Voucher:**'



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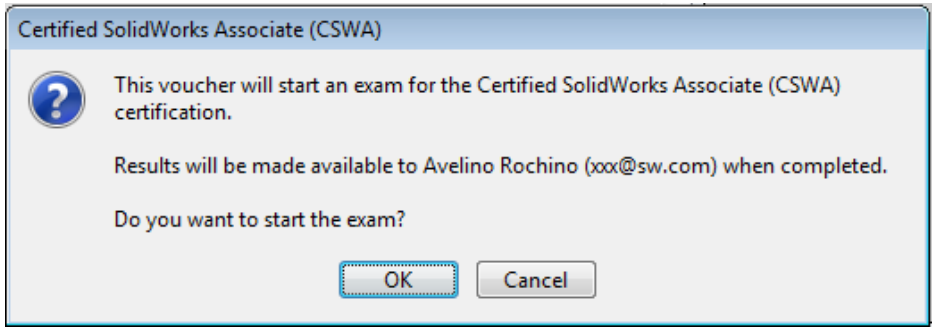
Test Day…the real CSWA Exam

IMPORTANT!!!

Once they enter the voucher code you supplied them with, they will be prompted to start the exam. If the voucher they enter is a Trackable Voucher then they will be warned that their results will be shared with the person who supplied them with the voucher.

Once they hit Continue and then select the language in which to take the exam, they will have 3 hours to complete the test.



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Inside the CSWA Exam

- The Certified SolidWorks Associate (CSWA) examination is a three hour hands-on proficiency test that proves a user knows the fundamental skills and techniques for building parts and assemblies in SolidWorks.
- A minimum of 70% score is required to pass
- The user must complete the following:
  - Multiple choice questions on drawing view knowledge
  - Three (3) core modeling parts
  - Two (2) bottom-up assemblies

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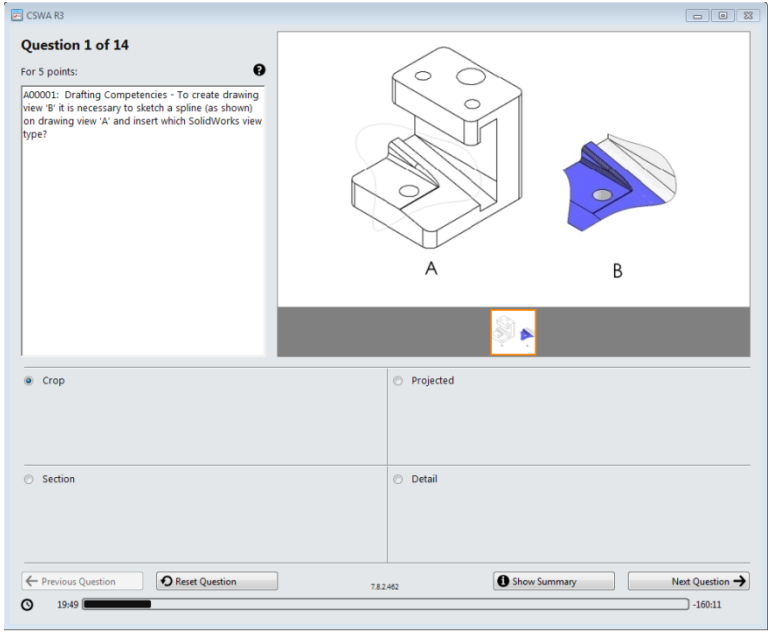
Inside the CSWA Exam: Drawing View Knowledge

- Test will ask multiple choice questions on Drawing View creation



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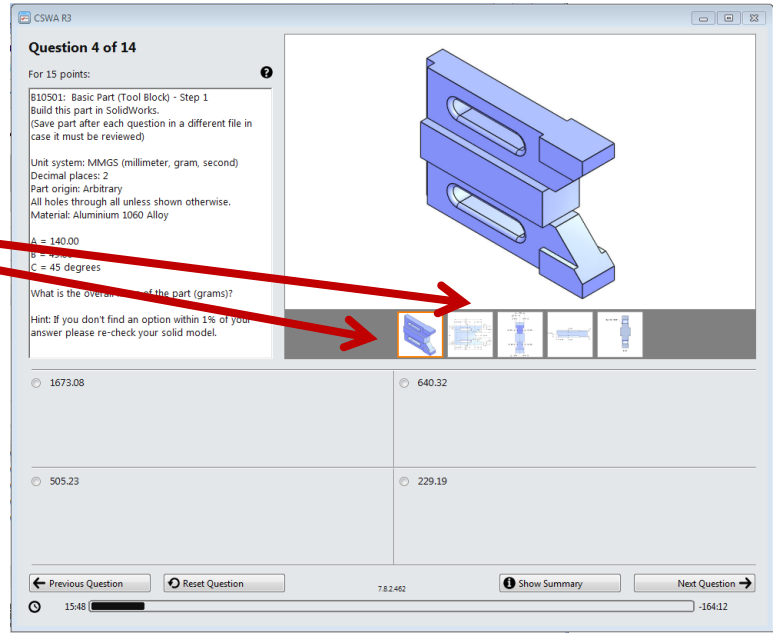
Inside the CSWA Exam: Parts

- The client issues a modeling question that includes instructions, drawings, and parameters

  Hint: Students can click on different images to show different views



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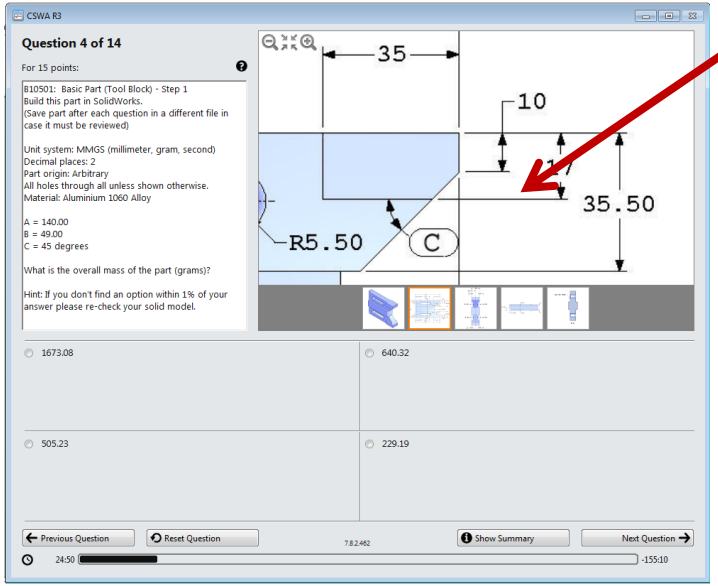
Inside the CSWA Exam: Parts



Hint: Students can click in the image itself to zoom and pan

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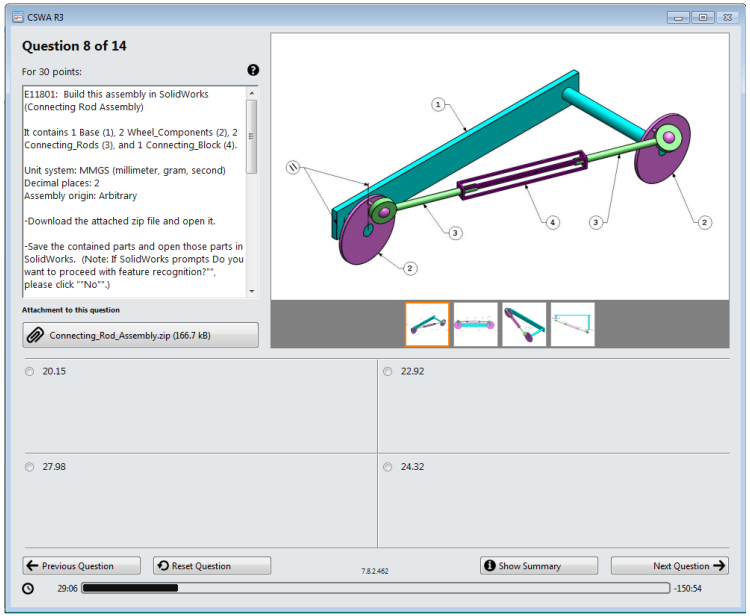
Inside the CSWA Exam: Assembly

- Test will instruct user on building basic assemblies using downloaded parts



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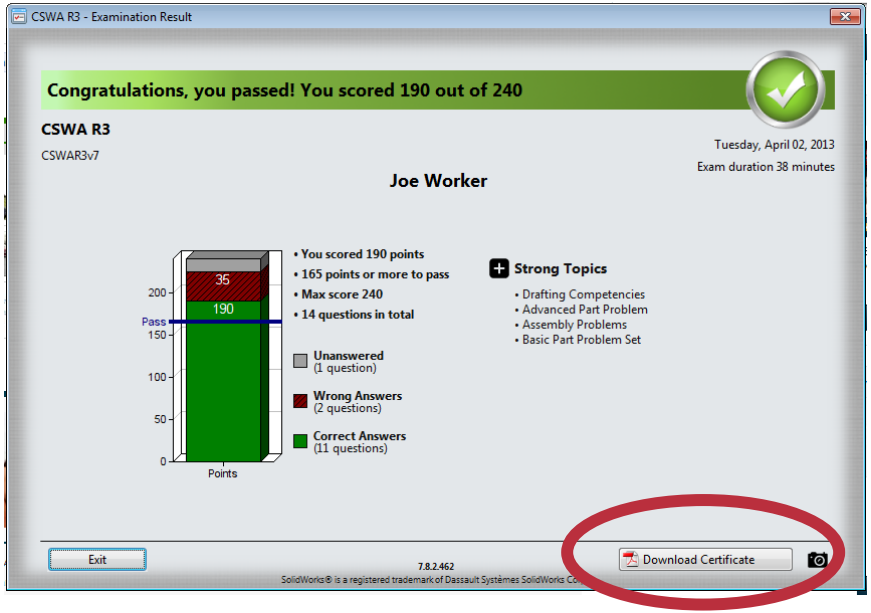
Inside the CSWA Exam: Finishing

- Upon completion the user will be informed of their score and whether they passed or not
- If the user passed the real CSWA exam the certificate will be available right away



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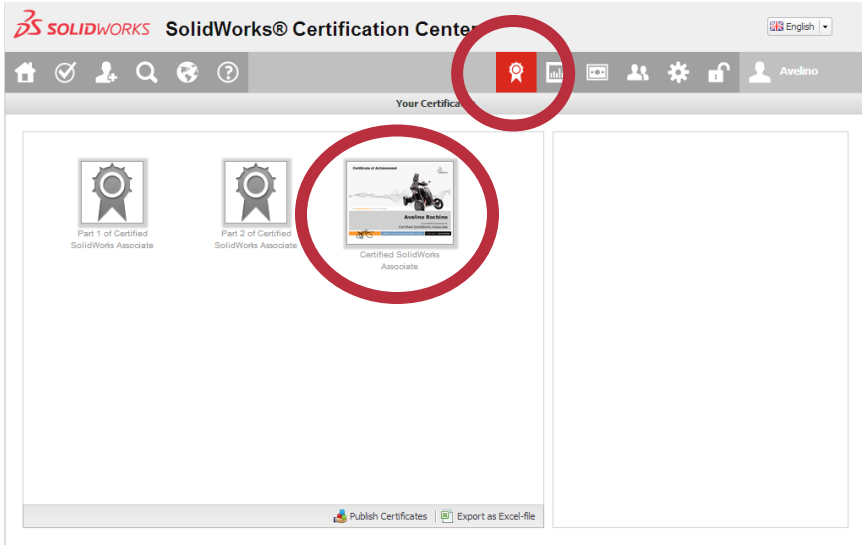
Online certificate access (PDF download)

- The student can also access their account at the SolidWorks Certification portal:
- http://www.virtualtester.com/solidworks



Hint: To view and print their certificates after logging in, they must click on the "Certificates" button and click on the certificate they wish to download.

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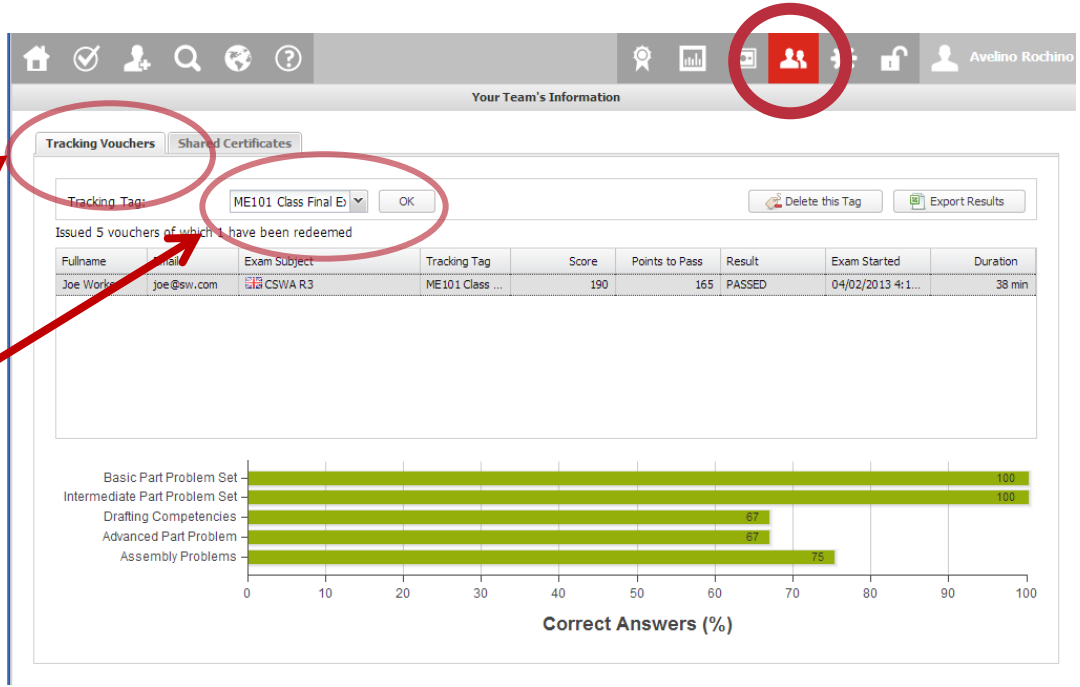
Tracking the students' results of the CSWA exam…

- After the students take the CSWA exam you can log back into your account and click on the "Team Info" tab.



Click on the Tracking Vouchers tab

Click on the Tracking Tag pull-down menu to select the group tag and hit OK

Hint: Selecting the Tracking Tag will display only the students who have used the Tracking Vouchers associated with that tag

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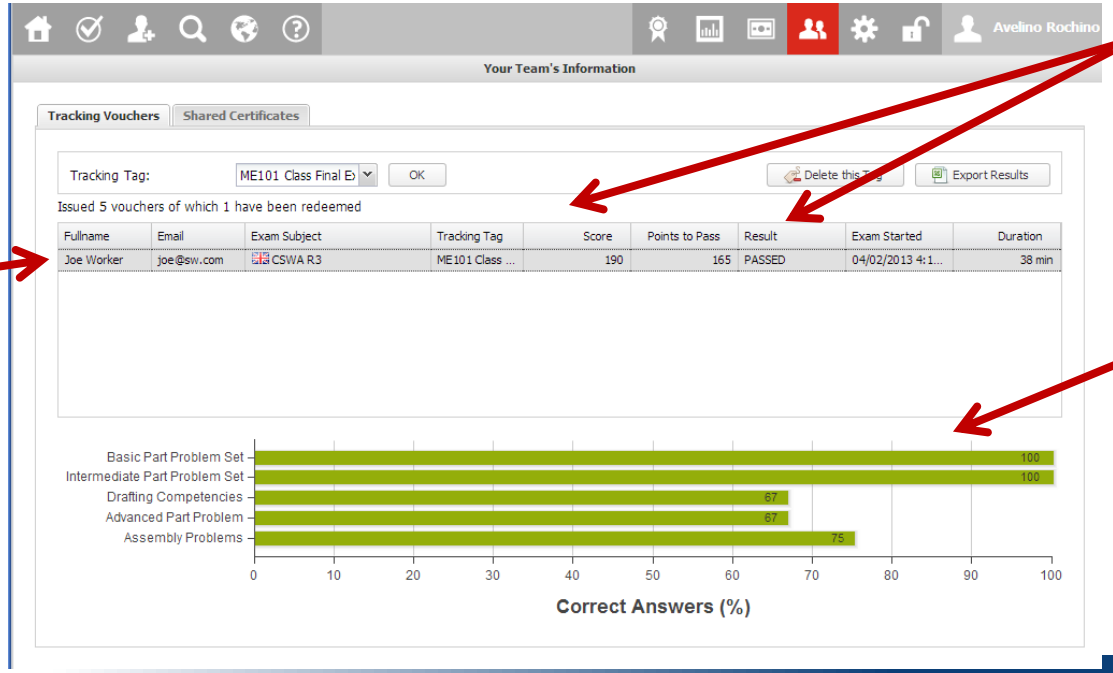
Tracking the students' results of the CSWA exam…

- The score, date and time of the student's exam is displayed.



Click on the student's name

The system will show user's score and if they passed

A display will show how the user did on individual topics of the CSWA exam

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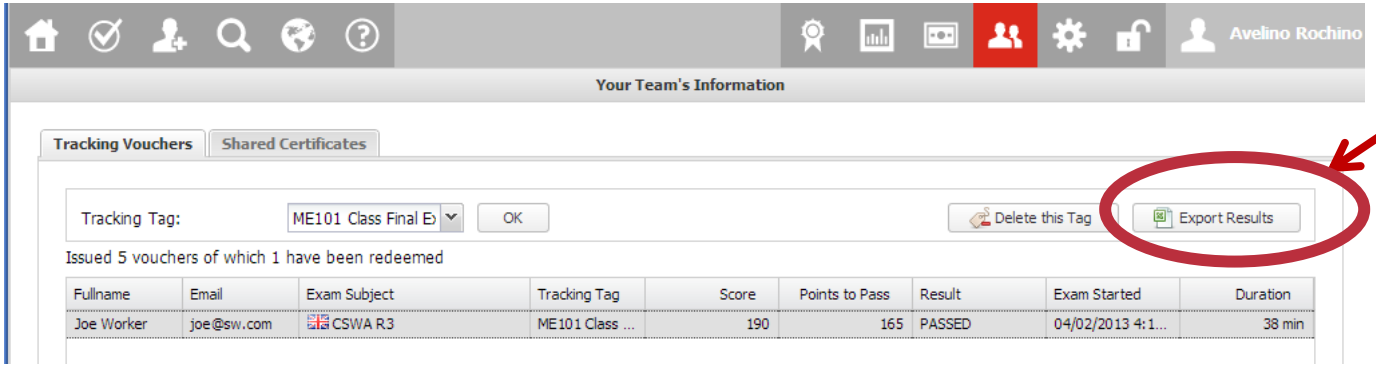
Tracking the students' results of the CSWA exam…

- You can export ALL of the results to a spreadsheet



Click on the Export Results button

An Excel file will be created with all the students' scores and how they did in each topic

	A	B	C	D	E	F	G	H	I	J	K
1	Firstname	Lastname	Email	Exam Subject	Score	Points to Pass	Result	Exam Started	Duration (min)		
2	Jeremy	Luchini	certificati	CSWA R2	40	70	FAILED	2009-03-03 16:11:37	1		
3	Avelino	Rochino	avelino_r	CSWA R2	45	70	FAILED	2009-03-03 16:18:52	2		
4											
5	Firstname	Lastname	Email	Score	Assembly Creation	Drawing View Knowledge	Mass Properties	Mate Creation	Material Propert	Part Modeling	SimulationXpress
6	Jeremy	Luchini	certificati	40	0	100	50	0	33	50	100
7	Avelino	Rochino	avelino_r	45	100	100	0	100	33	0	50
8											

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Tracking the students' results of the CSWA exam…

- Hint: After exporting all the results to an Excel spread sheet, you can study the results to see in which topics the class did well and which topics the class might have struggled.

	A	B	C	D	E	F	G	H	I	J	K
1	Firstname	Lastname	Email	Exam Subject	Score	Points to Pass	Result	Exam Started	Duration (min)		
2	Jeremy	Luchini	certificati	CSWA R2	40	70	FAILED	2009-03-03 16:11:37	1		
3	Avelino	Rochino	avelino_r	CSWA R2	45	70	FAILED	2009-03-03 16:18:52	2		
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7	Avelino	Rochino	avelino_r	45	100	100	0	100	33	0	50
8											

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